

# Request Common Logon Permissions SAIS Needs On-Line Application

This form is used to request common logon permissions to access the SAIS Needs On-Line application.

Please fax the completed form to School Finance, Attention: Nettie Klingler  
Fax # (602) 542-3099. If you have any questions regarding this form call (602) 542-5695.

## All fields must be filled in

District/Charter Name	CTDS #
First Name	Last Name
Position/Title	Phone #
E-Mail	SAIS Vendor

*Must be approved by the authorizing agent of the district or charter.*

Authorizing Agent Signature	Date
Title	Phone #

*Note: In approving access to this application the user will also be granted "READ-ONLY" access to Student Detail Data Interchange.*

Internal ADE use only

ADE approval	Date
Date request completed	Completed by

